



**THOMAS L. GARTHWAITE, M.D.**  
Director and Chief Medical Officer

**FRED LEAF**  
Chief Operating Officer

COUNTY OF LOS ANGELES  
DEPARTMENT OF HEALTH SERVICES  
313 N. Figueroa, Los Angeles, CA 90012  
(213) 240-8101

BOARD OF SUPERVISORS

**Gloria Molina**  
First District

**Yvonne Brathwaite Burke**  
Second District

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Fifth District

March 17, 2005

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF A SUBCONTRACT WITH  
PUBLIC HEALTH FOUNDATION ENTERPRISES, INC.**  
(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and authorize the Director of Health Services, or his designee, to sign a subcontract, substantially similar to Exhibit I, with Public Health Foundation Enterprises, Inc. (PHFE), fiscal intermediary for the Notice of Grant Award No. 8-G92-SC-02206-01-02 from the Department of Health and Human Services, Health Resources and Services Administration, in the amount of \$166,071 for the Healthy Communities Access Program WebReferral project, for the extended period of September 1, 2004 through February 28, 2005, at no net County cost.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTION:

On December 7, 2004, the Department of Health and Human Services, Health Resources and Services Administration (HRSA) granted a no-cost extension for the Healthy Communities Access Program (HCAP) grant, Notice of Grant Award (NGA) No. 8-G92-SC-02206-01-02, through February 28, 2005. The Department of Health Services (Department) receives HCAP grant funds through a subcontract with PHFE, fiscal intermediary of the grant funds, for its WebReferral Project. The prior subcontract was for the period of September 30, 2003 through August 31, 2004.

Since the term of the HCAP grant has been extended through February 28, 2005, PHFE has issued a new subcontract agreement to cover the extension period of September 1, 2004 through February 28, 2005, in the amount of \$166,071, the amount of unspent funds from the original subcontract.

Approval of the new subcontract will enable the Department to continue the WebReferral Project designed to improve patient access to appropriate specialty care services at County and private primary care facilities.

FISCAL IMPACT/FINANCING:

The subcontract with PHFE will provide funding in the amount of \$166,071 for the extension period of September 1, 2004 through February 28, 2005, at no net County cost. These are the funds that remained unspent at the close of the original subcontract on August 31, 2004.

Funding is included in the Fiscal Year 2004-05 Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

In 2000, HRSA established the Communities Access Program (CAP) grant to assist communities and consortia of health care providers to improve the coordination of health services for the uninsured in the following categories: 1) health care transportation; 2) ophthalmology telemedicine; 3) optical dispensing; 4) emergency room utilization; and 5) juvenile asthma disease management.

In October 2003, HRSA awarded a new funding opportunity, entitled the HCAP grant, to the original recipients of the CAP grant. The HCAP grant allowed for the expansion of work accomplished under the CAP grant. The Department's WebReferral project was one of the projects receiving funding under this grant.

The WebReferral project is a referral processing system designed to promote Countywide web linkages among referring County and contracted community providers (Public-Private Partnership Program contract clinics) and the Department's Referral Centers. Successful implementation of the referral processing system will result in: 1) patients being moved more expeditiously into specialty care appointments because of decreased processing time; 2) a decrease in referrals that are mistakenly denied because of insufficient or incorrect information given by the provider; 3) a reduction in broken appointments through improved communication; 4) improved follow-up through ready access by providers to specialist consultation notes; and 5) providers having real-time status of pending appointments.

On July 20, 2004, the Board approved the original subcontract with PHFE, in the amount of \$220,000, for the HCAP WebReferral project, for the period of September 1, 2003 through August 31, 2004.

On December 7, 2004, HRSA extended the term of the HCAP grant through February 28, 2005. The Department was notified of the extension on December 21, 2004, and immediately began working with PHFE to develop the new subcontract document for the extended period of September 1, 2004 through February 28, 2005.

The recommended subcontract, Exhibit I, will not impact the Department's System Redesign and has been approved as to use and form by County Counsel.

Attachment A provides additional information.

Attachment B is the Grant Management Statement which the Board instructed all County departments to include in all Board letters for grant awards exceeding \$100,000.

CONTRACT PROCESS:

The County has guidelines for the timely submission of contracts for Board approval. However, the Department was unable to submit the recommended subcontract prior to its effective date because of delays in receiving the Notice of Grant Award and completing negotiation of the subcontract with PHFE.

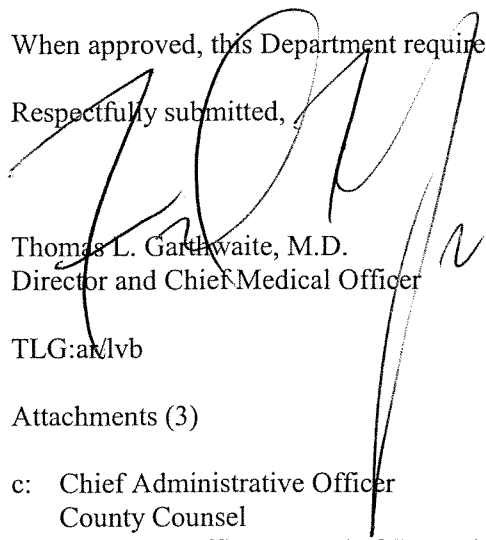
Since the County is a recipient of grant funds, advertisement on the Los Angeles County Online Web Site as a contracting opportunity is not appropriate.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

The Board's approval of the subcontract will enable the Department to continue its WebReferral project to improve patient access to appropriate specialty care services from County and private primary care facilities.

When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,

  
Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:am/lvb

Attachments (3)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

BLTR CD3830.LVB.wpd

SUMMARY OF SUBCONTRACT

1. TYPE OF SERVICE:

The subcontract provides for the Healthy Communities Access Program (HCAP) grant funds for the continuation of the Department of Health Services' WebReferral project, to improve patient access to appropriate specialty care services from County and private primary care facilities.

2. AGENCY ADDRESS AND CONTACT PERSON:

Public Health Foundation Enterprises, Inc. (PHFE)  
13200 Crossroads Parkway North, Suite 135  
City of Industry, California 91746-3423  
Contact Person: Danielle Sheard, Contract Manager  
Telephone: (562) 699-7320 extension 256  
Facsimile (FAX): (562) 692-6950

3. TERM OF SUBCONTRACT:

The term of the subcontract is September 1, 2004 through February 28, 2005.

4. FINANCIAL INFORMATION:

The subcontract with PHFE, fiscal intermediary of the Notice of Grant Award No. 8-G92-SC-02206-01-02 from the Department of Health and Human Services, Health Resources and Services Administration, will provide funding in the amount of \$166,071, for the extension period of September 1, 2004 through February 28, 2005, at no net County cost. These are the funds that remained unspent at the close of the original subcontract on August 31, 2004. Funding is included in the Fiscal Year 2004-05 Adopted Budget.

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. ACCOUNTABILITY FOR PROGRAM MONITORING AND EVALUATION:

Wesley Ford, Director, Office of Ambulatory Care.

7. APPROVALS:

Ambulatory Care: Wesley Ford, Director

Policy and Planning: John Wallace, Director

Contract Administration: Cara O'Neill, Chief

County Counsel (as to form): Sharon A. Reichman, Principal Deputy County Counsel

**Los Angeles County Chief Administrative Office**  
**Grant Management Statement for Grants Exceeding \$100,000**

Department: Health Services

**Grant Project Title and Description**

Healthy Communities Access Program: WebReferral. Funding will support the development of WebReferral, a referral processing system (RPS) designed to promote Countywide web linkages between referring County and contracted community providers and the Department's Referral Centers. PHFE is fiscal intermediary for the grant.

Funding Agency	Program (Fed. Grant #/State Bill or Code #)	Grant Acceptance Deadline
PHFE/HRSA	HRSA NGA 8-G92-SC-02206-01-02	N/A

Total Amount of Grant Funding: \$166,071		County Match Requirements	\$0
Grant Period:	Begin Date: 9/1/04	End Date:	2/28/05
Number of Personnel Hired Under this Grant:	0	Full Time	0      Part Time 0

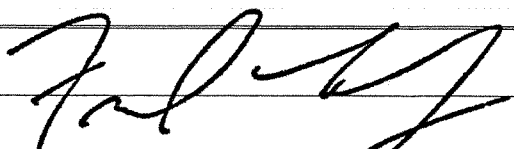
**Obligations Imposed on the County When the Grant Expires**

Will all personnel hired for this program be informed this is a grant funded program? N/A	Yes	No	
Will all personnel hired for this program be placed on temporary ("N") items? N/A	Yes	No	
Is the County obligated to continue this program after the grant expires	Yes	No	X
If the County is not obligated to continue this program after the grant expires, the Department will: N/A			
a). Absorb the program cost without reducing other services	Yes	No	
b). Identify other revenue sources (Describe)	Yes	No	
c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant.	Yes	No	

Impact of additional personnel on existing space: N/A

Other requirements not mentioned above None.

Department Head Signature



Date 3/17/05

**SUBCONTRACT AGREEMENT BETWEEN  
PUBLIC HEALTH FOUNDATION ENTERPRISES, INC.  
also known as PHFE MANAGEMENT SOLUTIONS  
AND  
COUNTY OF LOS ANGELES**

This Subcontract Agreement is made and entered into on the subscribed date by PUBLIC HEALTH FOUNDATION ENTERPRISES, INC., also known as PHFE Management Solutions, hereinafter referred to as "PHFE" with its principal office located at 13200 Crossroads Parkway North, Suite 135, City of Industry, CA 91746, Phone (562) 699-7320, FAX (562) 692-6950, and COUNTY OF LOS ANGELES (County), on behalf of its Department of Health Services, with its principal office located at Office of Ambulatory Care, 313 North Figueroa Street, Room 904, Los Angeles, CA 90012, Phone, (213) 240-8120, FAX (213) 202-5989, hereinafter be referred to as "County".

1. RECITALS

This subcontract is made with reference to the following facts:  
PHFE is the prime recipient of Grant Number 8-G92CS02206-01-02 from Health Resources and Services Administration (HRSA) entitled "Healthy Communities Access Program" (HCAP). PHFE requires the assistance of subcontractor County to complete the project. A true and correct copy of Grant Number 8-G92CS02206-01-02 is attached hereto as Exhibit C and incorporated herein by this reference.

2. TERM OF SUBCONTRACT

This subcontract shall begin September 1, 2004 and end February 28, 2005.

3. COMPLIANCE – TERMS AND CONDITIONS

County is responsible for contracted services as they pertain to the requirements outlined under original granting agency in accordance with Grant Number 8-G92CS02206-01-02. County agrees to comply with all relevant state and federal statutes and regulations if any, in performing its obligations under this subcontract. County shall incorporate all terms and conditions of this subcontract in all lower tier subcontracts (if applicable).

4. SCOPE OF SERVICES

County shall use its best efforts to provide the services set forth in **Exhibit A (Scope of Work [SOW])**, a copy of which is attached and made a part hereof by reference. County shall perform its duties and obligations under this subcontract as an independent contractor and for no purpose shall any of its officers, directors, members, employees, subcontractors or agents be considered an employee or joint venture of PHFE.

County's employees shall have access to e-mail for PHFE/HCAP updates and or contract requirements.

5. PAYMENT FOR SERVICES

- A. The maximum amount payable shall not exceed **\$166,071**. PHFE shall reimburse County not more frequently than monthly, in arrears, upon submission of an approved invoice for allowable costs incurred in accordance **with Exhibit B: (Project Budget: LACDHS-HCAP PHFE Number 0477.001.902)**, a copy of which is attached and made a part hereof by reference.
- B. Allowability of costs, costs incurred must be within the original contract performance period or covered by pre-contract cost provisions.
- C. County Fiscal Year: Invoices shall be prepared in such a manner that costs claimed can be identified with the contractor's fiscal year.
- D. Designated Billing Office Name and Address Where Invoices Sent

PHFE HCAP  
486 Wapello Street  
Altadena, CA 91001  
Contact Name: Deborah Silver

6. BILLING OF COSTS

Project invoices will be on actual cost reimbursement basis, with no accruals, or costs incurred during the contract period and claimed after the contract period has expired. The amount and month(s) in which such costs were incurred shall be cited. Expenses incurred after contract term date, are unallowable. County shall submit its final invoice no later than **60** days after the date of expiration of the term or termination of this subcontract.

7. INVOICING PROCESS

Invoices shall be submitted not more frequently than monthly, in arrears, upon submission of an invoice approved by PHFE. **No invoices will be paid until subcontract has been fully executed.**

8. INVOICE SUBMISSION REQUIREMENTS:

All Invoices shall include the following information (as applicable):

- A. Documentation: Invoices shall be submitted in a format acceptable to PHFE with supporting documentation which shall be either detailed General Ledger showing where booked expenses are allocated, or copies of expense receipts.
- B. Time period covered: Invoices shall include the billing period, the current period expenditures, the cumulative expenditures to date, and the remaining balance due for each line item in Exhibit B (Project Budget). **The final invoice is due no later than April 30, 2005. Should County submit the final invoice after that date, payment will not be made.**

- C. Total Estimated Cost of Subcontract: Insert the total estimated cost of the subcontract, exclusive of fixed-fee. For incrementally funded subcontracts, enter the amount currently obligated and available for payment.
- D. Direct Labor: -- Include salaries and wages paid for direct performance of the contract.
- E. Premium Pay: -- List remuneration in excess of the basic hourly rate.
- F. Fringe Benefits: -- List any fringe benefits applicable to direct labor and billed as a direct cost paid for direct performance of the contract. Fringe benefits included in indirect costs should not be identified.
- G. Materials and Supplies: -- Include equipment with unit costs of less than \$1,000 or an expected service life of two years or less, and consumable material and supplies regardless of amount.
- H. Consultant Fee: -- List fees paid to consultants on your invoice identifying consultant by name or category as set forth in the SOW or in the Chart Of Accounts.
- I. Original signature: of authorized representative.

9. BUDGET MODIFICATION

The parties may modify the Project Budget (Exhibit B) only with the prior written approval of PHFE but no such modification shall increase the maximum amount payable.

County may submit budget modification requests for the first eight months of the contract year. Requests will be considered based on whether the request is appropriate and relevant to the overall scope of work for the contract.

10. INCORPORATION BY REFERENCE

The terms and conditions of the grant program legislation and regulations under which the prime grant award was made, the prime grant Notice of Grant Award (NGA) including all its special terms and conditions, 45 CFR Part 74, and the Public Health Service Grants Policy Statement are made a part hereof by reference. A copy of the NGA is attached.

11. TERMINATION

This subcontract may be terminated as follows: (i) either party may terminate this agreement upon 30 days written notice to the other party, (ii) PHFE may terminate, effective on the date that the County receives written notice, if the prime terminates in whole or relevant part, or if the County breaches this subcontract. PHFE shall allow full credit of the County for any reasonable non-cancelable obligations properly incurred by the County prior to termination. On the effective date of termination, work shall stop and the County shall cancel as many outstanding obligations as possible and not incur any more obligations.



12. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) COMPLIANCE

The purpose of this provision is to ensure compliance with HIPAA, where applicable and to set forth the duties and responsibilities of the various parties. The parties hereby agree that the terms used, but not otherwise defined, in this agreement shall have the same meaning as those terms in the Standards for Privacy of Individually Identifiable Health Information, 45 Code of Federal Regulations (CFR), Parts 160 and 164, otherwise known as the Health Insurance Portability and Accountability Act Privacy Rule, as it may exist now or be hereafter amended.

It is understood by both parties that County is or may be considered a Covered Entity, as defined by HIPAA, and is or may be responsible for complying with said regulations for purposes of safeguarding any Protected Health Information generated by County for its own purposes. County acknowledges that PHFE as the sponsoring or fiscal agent does not have the responsibility for such compliance and that such responsibility rests solely with the County. County warrants that it is and will remain in full compliance with all HIPAA regulations, where applicable.

It is understood by both parties that the Privacy Rule does not pre-empt any State and/or Federal laws, rules or regulations that impose more stringent requirements with respect to confidentiality of client information.

County agrees to indemnify, defend, and hold PHFE/Indemnitee free and harmless from all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, attorneys' fees, and costs, that PHFE/Indemnitee may incur as a result of a breach by County of any representation or agreement contained in this Agreement for failure to comply with HIPAA, or as a result of County's negligent acts or omissions committed by County during the performance of any duties under this Agreement.

County shall maintain a minimum of \$1,000,000 of insurance to cover any negligent acts or omissions for failure to comply HIPAA and that PHFE shall be named as an additional insured under such policy. At its sole option, County may self-insure to satisfy this requirement.

13. RECORD RETENTION AND ACCESS TO RECORDS

County shall grant PHFE, the U.S. Comptroller General and their authorized representatives upon demand access to any books, documents, papers and records pertinent to this subcontract for audit, examination, excerpt and transcription. The County shall retain all such records for three years after final payment is made under the contract and all pending matters are closed, unless extended by an audit, litigation, or other action involving the records, whichever is later.

All subcontractors are required to have a current Quality Improvement Plan. County shall provide (if not submitted previously) the agency Quality Improvement Plan to PHFE's corporate office no later than thirty days after this subcontract is executed.

14. EQUAL EMPLOYMENT OPPORTUNITY

County shall, unless exempt, comply with Executive Order 11246 entitled "Equal Employment Opportunity" as amended by Executive Order 11375 and as supplemental in Dept. of Labor regulations (41 CFR Part 60). County shall not discriminate against any employee or applicant for employment because of race, color, religions, sex, or national origin and shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin.

15. CERTIFICATION REGARDING DEBARMENT, ETC.

Unless it is exempt from doing so, County shall comply with 45 CFR Part 76, Appendix B-Certification Regarding Debarment, Suspension, and Ineligibility. Voluntary Exclusion-Lower Tier Covered Transactions, and County certifies by signing this subcontract that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

16. COPYRIGHT AND RIGHTS IN DATA.

County may copyright any work that is subject to copyright and was developed, or for which ownership was purchased, under this subcontract. PHFE shall have a royalty-free, nonexclusive, nontransferable and irrevocable right to reproduce, publish, and otherwise use such work, whether or not copyrighted, for Federal purposes and to authorize others to do so.

17. PUBLICATIONS

County shall place an acknowledgment of federal government support on any publication written or published with funds from this subcontract and, if feasible, on any publication reporting the results of or describing activities under this subcontract. In addition, County shall include a disclaimer, as appropriate, as follows: "Its contents are solely the responsibility of the authors and do not necessarily represent the official views of PHFE".

18. PERFORMANCE REPORTING

County shall complete Six Month Monitoring Report submitted to the HRSA Data Management System as required by PHFE. County shall also complete a final technical performance report when required by HRSA. The final report shall be due 30 days after expiration or termination of the subcontract or upon such date specified by HRSA; annual reports and quarterly reports shall be due 60 and 30 days respectively after the reporting period. Performance reports shall include a comparison of actual accomplishments with goals and objectives established for the period, findings of the principal investigator, or both. Where possible, quantitative output data should be related to cost data for computation of unit costs. Performance reports shall also include other pertinent information, including, when appropriate, the reasons why established goals were not met and an analysis of it. County shall immediately notify PHFE of developments that have a significant impact on subcontract performance and of problems, delays, or adverse conditions that materially impair its ability to meet subcontract objectives, including providing a statement of the action taken or contemplated and any assistance needed to resolve the situation.

19. PRINCIPAL INVESTIGATOR/PROJECT COORDINATOR

David Palumb, Phone (213) 240-8120, shall be the staff person designated as the Principle Investigator (PI) or Project Coordinator and shall be responsible for the performance of the (technical or programmatic) aspects of the subcontract Scope of Work. County shall notify PHFE in advance of any change to the PI or Project Coordinator assigned. The Los Angeles County Board of Supervisors is authorized to sign legal contracts. County's Director shall be responsible for the overall direction of the project including review and approval of County's performance of the Scope of Work.

20. PROTECTION OF HUMAN SUBJECTS

County shall comply with the applicable terms and conditions of 45 CFR Part 46 "Protection of Human Subjects" and shall incorporate the requirements of this section in lower-tier subcontracts (if applicable) for research involving human subjects.

21. BUY AMERICAN

County should, whenever possible, purchase only American-made equipment and products under this subcontract.

22. INDEMNIFICATION

County shall defend, indemnify and hold PHFE, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of County, its officers, agents, or employees.

PHFE shall defend, indemnify and hold County, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of PHFE, its officers, agents, or employees.

23. INSURANCE

PHFE and County warrant that they each maintain a policy or program of (1) commercial general liability insurance or self-insurance at minimum levels of \$1,000,000 per occurrence, and (2) workers compensation insurance or self-insurance, including employers liability coverage with limits of not less than \$1 million per employee/disease/policy. PHFE and County further agree to provide each other with a certificate of insurance or self-insurance as evidence of compliance with these requirements upon execution of this Agreement.

24. NOTICES

All notices and other communications required or permitted under this subcontract shall be in writing and deemed given when delivered personally or upon being sent by registered mail, postage prepaid and addressed to the following persons at the addresses first shown in this subcontract:

PHFE: Danielle Sheard

County: David Palumb

25. WARRANTIES

County warrants that services will be performed in a good and workmanlike manner, in accordance with the attached Scope Of Work (Exhibit A), and by personnel with the requisite skill, qualifications, and licenses.

26. ASSIGNMENT

This subcontract shall not be assignable by County without the prior written consent of PHFE. Any attempted assignment contrary hereto is voidable at the option of PHFE.

27. GOVERNING LAW

This subcontract is entered into in Los Angeles County, California and all terms herein shall be interpreted in accordance with the laws of the State of California.

28. SURVIVAL OF OBLIGATIONS

Expiration of the term or termination of this subcontract shall not affect any rights or obligations of the parties, which have accrued prior thereto.

29. SEVERABILITY

If any part, term, or provision of this subcontract shall be held void, illegal, unenforceable, the validity of the remaining portions or provisions shall not be affected thereby.

30. ENTIRE AGREEMENT

This subcontract constitutes the entire agreement between the parties and supercedes any prior or contemporaneous understanding or agreement, oral or written, with respect to matters herein.

31. AMENDMENT

This subcontract shall not be modified, amended, or waived, whether in whole or in part, except by a subsequent writing signed by the authorized representatives of both parties.

32. CAPTIONS

The captions of this subcontract are for convenience and reference only and are not intended to affect the interpretations or construction of the subcontract.

FOR PHFE:

FOR COUNTY:

\_\_\_\_\_  
Signature

Gerald R Solomon, President/CEO

\_\_\_\_\_  
Signature

Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer  
County of Los Angeles Department of  
Health Services

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Exhibit A: Scope of Work LAC-DHS-HCAP PHFE Number 0477.001.902  
WEBREFERRAL (Los Angeles County Department of Health Services)**

Activity: Complete implementation of the countywide WebReferral project.			
Goal(s)	Objective(s)	Action Steps & Due Dates	Responsible Consortium Members
<ul style="list-style-type: none"> <li>Improve patient access to appropriate specialty care services from County and private primary care physicians to five County acute care hospitals.</li> </ul>	<ol style="list-style-type: none"> <li>Reduce by 50% referral processing time from 75 primary care providers to five County acute care hospitals</li> <li>Patient information will be available to referring providers in the WebReferral System.</li> <li>We will attempt to implement scanning of patient's health status into the WebReferral System within the time frame of this grant. Thereby improving continuity of patient care.</li> <li>DHS will continue the development and implementation of Phase II after the grant ends.</li> </ol>	<ol style="list-style-type: none"> <li>Test the Los Angeles County Olive View Medical Center (OVMC) Referral Center pilot site network connectivity and resolve issues by March 12, 2004</li> <li>Install necessary Web Browser software on pilot user workstations by March 12, 2004.</li> <li>Develop OVMC Referral Center pilot site training plan by March 22, 2004.</li> <li>Define and populate data tables by April 16, 2004.</li> <li>Complete two-hour training sessions with pilot site by April 16, 2004</li> <li>Complete the preliminary testing of the Phase I application by May 21, 2004</li> <li>Complete targeted rewrite of Phase I user interface and database changes identified in preliminary testing by August 16, 2004</li> <li>Complete testing of the rewrite changes by August 21, 2004</li> <li>Implement Phase I pilot at OVMC Referral Center by August 30, 2004.</li> <li>Evaluate and make recommendations for system modifications as indicated in pilot by October 30, 2004.</li> <li>Begin training for countywide implementation of the Phase I application by October 31, 2004. Roll out schedule to be determined based on completion of pilot at OVMC Referral Training</li> <li>Begin use of the phase I system at all facilities in the pilot region (San Fernando Valley) by November 30, 2004.</li> <li>Start implementation in other DHS regions by January 3, 2005.</li> <li>Phase II – Determine scope of and evaluate a new application framework for the rewrite of the user interface components by February 28, 2005. This will include the RPS system linking to a DHS legacy system for demographic data, scheduling and document uploads.</li> </ol>	Los Angeles County Department of Health Services
Long-term Measures of Success	Short-term Measures of Success	Immediate Measures of Success	
<ul style="list-style-type: none"> <li>A capacity growth plan will be developed for the system on post Phase II production use.</li> </ul>	<ul style="list-style-type: none"> <li>Communications between primary care and specialty providers will be improved.</li> <li>Continuity of care will be positively impacted.</li> <li>Follow up and case management will be facilitated by accessing specialist consultation notes on line.</li> </ul>	<ul style="list-style-type: none"> <li>Processing time will be decreased through document management.</li> <li>Referral denials will be reduced by 25%.</li> <li>Broken appointments will be reduced by 20%.</li> <li>Reports on patient appointments status and number of referrals per specialty or per provider will provide data for planning, contract management, and provider education.</li> </ul>	

Los Angeles County Healthy Communities Access Program  
Exhibit B: Budget PHFE Number 0477.001.902  
Los Angeles County Department of Health Services

<b><i>Software Development</i></b>	<b>\$166,071</b>
A. Consultants	
Product development	\$165,980
B. Equipment	\$91
<b>Total Services &amp; Supplies</b>	<b>\$166,071</b>

1. DATE ISSUED: 12/07/2004		2. PROGRAM CFDA: 93.252		DEPARTMENT OF HEALTH AND HUMAN SERVICES HEALTH RESOURCES AND SERVICES ADMINISTRATION    NOTICE OF GRANT AWARD AUTHORIZATION (Legislation/Regulation) Public Health Service Act, Section 340, as amended by the Health Care Safety Net Amendments of 2002, P.L. 107-251, Section 402					
3. SUPERCEDES AWARD NOTICE dated: 10/22/2004 <small>except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.</small>									
4. GRANT NUMBER: 8 G92CS02206-01-02		5. FORMER GRANT NUMBER: 4 G92OA02206-01-01							
6. PROJECT PERIOD: FROM: 09/01/2003 THROUGH: 02/28/2005									
7. BUDGET PERIOD: FROM: 09/01/2003 THROUGH: 02/28/2005									
8. TITLE OF PROJECT (OR PROGRAM): Community Access Program									
9. GRANTEE NAME AND ADDRESS: PUBLIC HEALTH FOUNDATION ENTERPRISES INC PO BOX 90786 CITY OF INDUSTRY, CA 91715-0786 UDS #				10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) Brian Nolan PUBLIC HEALTH FOUNDATION ENTERPRISES INC 1545 Wilshire Blvd STE 400 Los Angeles, CA 90017-4505					
11. APPROVED BUDGET: (Excludes Direct Assistance) <input type="checkbox"/> Grant Funds Only <input checked="" type="checkbox"/> Total project costs including grant funds and all other financial participation <hr/> a. Salaries and Wages: \$ 0.00 b. Fringe Benefits: \$ 0.00 c. Total Personnel Costs: \$ 0.00 d. Consultant Costs: \$ 0.00 e. Equipment: \$ 0.00 f. Supplies: \$ 0.00 g. Travel: \$ 0.00 h. Construction/Alteration and Renovation: \$ 0.00 i. Other: \$ 0.00 j. Consortium/Contractual Costs: \$ 0.00 k. Trainee Related Expenses: \$ 0.00 l. Trainee Stipends: \$ 0.00 m. Trainee Tuition and Fees: \$ 0.00 n. Trainee Travel: \$ 0.00 o. TOTAL DIRECT COSTS: \$ 1,348,698.00 p. INDIRECT COSTS: (Rate: % of S&W/TADC) \$ 0.00 q. TOTAL APPROVED BUDGET: \$ 1,348,698.00 i. Less Non-Federal Resources: \$ 496,525.00 ii. Federal Share: \$ 852,173.00				12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE a. Authorized Financial Assistance This Period \$ 852,173.00 b. Less Unobligated Balance from Prior Budget Periods i. Additional Authority \$ 0.00 ii. Offset \$ 0.00 c. Unawarded Balance of Current Year's Funds \$ 0.00 d. Less Cumulative Prior Award(s) This Budget Period \$ 852,173.00 e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$ 0.00  13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project) <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 30%;">YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">Not Applicable</td> </tr> </tbody> </table>		YEAR	TOTAL COSTS	Not Applicable	
YEAR	TOTAL COSTS								
Not Applicable									
14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash) a. Amount of Direct Assistance \$ 0.00 b. Less Unawarded Balance of Current Year's Funds \$ 0.00 c. Less Cumulative Prior Awards(s) This Budget Period \$ 0.00 d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$ 0.00									
15. PROGRAM INCOME SUBJECT TO 45 CFR PART 74, SUBPART F OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: A=Additional Cost B=Deduction C=Finance Non-Federal D=Cost Sharing or Matching E=Other [A] Estimated Program Income: \$ 0.00									
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: <small>a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 74 or 45 CFR Part 92 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.</small>									
REMARKS: (Other Terms and Conditions Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No ) This action reflects administrative decision by HRSA to change your grant number to G92CS02206. Your document number remains the same until the end of this project period on 02/28/2005. Your continuation award will be made using this new grant number.									
Electronically signed by Pamela Hilton, Grants Management Officer on: 12/07/2004									
17. OBJ. CLASS: 41.51		18. CRS-EIN: 1952557063A1		19. FUTURE RECOMMENDED FUNDING: \$ 852,173.00					
FY-CAN	CFDA	DOCUMENT NO.	AMT. FIN. ASST.	AMT. DIR. ASST.	SUBPROGRAM CODE				
03-3984114	93.252	G92OA02206A0	\$ 0.00	\$ 0.00	N/A				



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## Terms and Conditions

**Failure to comply with the special remarks and condition(s) may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.**

### Contacts:

**Program Contact:** For assistance on programmatic issues, please contact Sheri Downing-Futrell at:

9-10C3

BPHC

4350 E West Hwy

Bethesda, MD 20814-4410

Phone: (301)594-4468

Email: sdowningfutrell@hrsa.gov

**Division of Grants Management Operations:** For assistance on grants administration issues, please contact Anifa Williams at:

DGMO

4350 E West Hwy

Bethesda, MD 20814-4410

Phone: (301)594-5242

Email: awilliams1@hrsa.gov

Responses to reporting requirements, conditions, and requests for post award amendments must be mailed to the attention of the Office of Grants Management contact indicated above. All correspondence should include the Federal grant number (item 4 on the award document) and program title (item 8 on the award document). Failure to follow this guidance will result in a delay in responding to your request.